

REQUEST FOR LETTER OF ZONING VERIFICATION

City of San Antonio, Texas – Development Services Department

A zoning verification letter identifies a property's current zoning classification, based on the zoning map. To obtain a zoning verification letter, please complete this application, attach a map that clearly illustrates the property boundaries, and provide the \$135.00 fee. If the area of the request cannot be clearly defined by legal lot, block, and NCB, please furnish a survey or plat that delineates the property boundaries. Please also provide the city-assigned property address if one exists.

Zoning verification letters do not certify the conformance or non-conformance of existing structures. They also do not detail history of violations on the property.

Zoning verification letters have historically included identification of the ordinance that adopted the current zoning classification on the subject property. While we strive for a processing time of ten days, research to identify the ordinance may take additional time. Do you desire this ordinance research and identification be included with your letter: ☐ Yes ☐ No

APPLICANT'S NAME

PHONE NUMBER

FAX NUMBER

EMAIL ADDRESS

ADDRESS OF SUBJECT PROPERTY

LEGAL LOT, BLOCK AND NCB (Attach map; Attach field notes and survey if necessary)

EXISTING OR PROPOSED USE

NAME AND ADDRESS OF PERSON TO WHOM LETTER SHOULD BE ADDRESSED (include Suite or Bldg number, if applicable)

NAME AND ADDRESS WHERE LETTER SHOULD BE SENT UPON COMPLETION (include Suite or Bldg number, if applicable)

Signature of applicant

Date

City of San Antonio
Development Services Department
Attention: Zoning Verification – 1st Floor
Development and Business Services Center
1901 South Alamo Street
San Antonio, TX 78204

ZV no. _____

Planner _____

A completed application, with all necessary locational information, and the appropriate fee must be submitted before processing of the request can begin. Any changes or addendums to a completed letter will constitute a new separate request.